



STATE OF DELAWARE
STATE FIRE PREVENTION COMMISSION
DELAWARE FIRE SERVICE CENTER

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1463 CHESTNUT GROVE ROAD
DOVER, DELAWARE 19904

STATE FIRE PREVENTION COMMISSION

Monthly Meeting

July 19, 2016

MEMBERS PRESENT

David J. Roberts, Chairman
Alan Robinson, Jr., Vice Chairman
Tom DiCristofaro
Ron Marvel
Anthony R. Guzzo
Lynn Truitt (absent)
Marvin C. Sharp

ALSO PRESENT

Patricia Davis, Deputy Attorney General
Patrick Matthews M.D., BLS Medical Director
Sherry Lambertson, Executive Specialist
David J. Truax, Investigator/Compliance Officer
Grover P. Ingle, State Fire Marshal
Robert P. Newnam, Director, State Fire School

GUESTS

Warren Jones, DVFA
Anthony Spiezio, DTI
W. Mike McMichael, DSEMSA
Bill Carrow, Citizens Hose and Little Creek Fire Co.
Lou Amabili, Hockessin Fire Co.
Allan Post, American Legion #64
Charles Frampton, Brandywine Hundred Fire Co.
Joe Zeroles, DVFA President
Diane Hainsworth, OEMS
Britany Huss, OEMS

GUESTS' cont.

Jennifer Knox, DSEMSA

CALL TO ORDER

Chairman Roberts called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

A moment of silence was held for Tim McCalahan of Lewes.

APPROVAL OF JUNE 21, 2016 COMMISSION MEETING MINUTES

It was moved by Commissioner DiCristofaro, and seconded by Commissioner Marvel that the minutes of the June 21, 2016 Commission meeting be approved. Motion carried by unanimous vote.

REPORT OF THE STATE FIRE MARSHAL

INFORMATIONAL ITEMS

Personnel Items

Fire Marshal Ingle reported that the vacant Deputy Fire Marshal I position in New Castle County should be completed by the end of this week. Two applicants are being reviewed at the Delaware State Police Academy. Fire Marshal Ingle received notice on July 18th that one was complete and the other should be completed within a couple of days. A conditional offer will be made to them at that point. They would then be scheduled to attend the Police Academy in September.

Interviews for the vacant Administrative Specialist I position have been scheduled for August 1st and 2nd.

Interviews for the vacant Juvenile Fire Setter Intervention Coordinator have been scheduled for July 25th.

Fire Inspector (Day Care), Matthew Hardy resigned from his position as Fire Inspector (Day Care) effective July 8, 2016.

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Personnel Items

Executive Secretary Wendy Dixon has resigned from her position as Executive Secretary effective July 22, 2016.

LuAnn Bennett, Office Manager in New Castle County has 30 years of service with the state and more than 10 years of that has been with the Office of State Fire Marshal. She's been an asset to the agency and very much appreciated.

It was moved by Commissioner Dicristofaro, seconded by Vice Chairman Robinson to send a letter to LuAnn Bennett recognizing her for years of service. Motion carried by a unanimous vote.

It was moved by Commissioner Dicristofaro, seconded by Vice Chairman Robinson to authorize Fire Marshal Ingle to advertise and hire for the vacant positions within the agency. Motion carried by a unanimous vote.

Fire Fatality

State Fire Marshal Ingle reported on a June 23rd house fire in the Magnolia Fire District. Magnolia Fire Company responded to the unit bloc Orange Street in the development of Paris Villas. A victim was rescued from the structure and transported to Kent General Hospital in critical condition with smoke inhalation. Smoke detectors were present. A hard wired smoke detector as well as a battery operated smoke detector were located at the scene. The victim succumbed to his injuries and has been listed as a 2016 fire fatality. This is the fourth fire fatality of the year and still remains under investigation.

July 4th Events

There were no major events reported to the Office of State Fire Marshal over the July 4th weekend. Confiscated fireworks were received from the Lewes Police Department.

NFPA Fire Inspector I

Fire Marshal Ingle and several of his staff members taught the NFPA Fire Inspector I class held at the Fire School in July. Nine students took the final test and will hopefully be able to move onto the next phase by completing their practicum exercises (inspections). After meeting the requirement they will receive Pro Board Certification as an NFPA Fire Inspector I.

Arson Dog

Deputy Fire Marshal III John Galaska and K-9 Tanya attended the Maine Arson Dog recertification training. Tanya was recertified and Deputy Galaska was recertified as the handler. Fire Marshal Ingle appreciates Deputy Galaska's hard work with the K-9 program.

Major Incidents Highlights

The Office of State Fire Marshal has been requested to cover the City of Dover from July 28th – 30th. One of the cities deputies is out on medical leave and the other person will be out on scheduled vacation. Fire Marshal Ingle agreed to accept the coverage during that time.

Fire Marshal Ingle reported that \$2.2 million was collected in plan after reviews for FY 2016. That was the second highest amount collected in plan review fees since 1988. \$2.4 million was collected in FY 2014.

DFIRS Incidents Received

TOTAL STATE PARTICIPATION IN COMPLIANCE
85 %

DELINQUENT DEPARTMENTS

New Castle County	
Odessa	May
Belvedere	January - April
Kent County	
Clayton	March – May
Harrington	May
Houston	January – May
Little Creek	May
Magnolia	April - May
Sussex County	
Delmar	May
Ellendale	January - May

OVERDUE REPORTS BY DAYS

30 Days	60 Days	90 Days	90+ Days
4	1	1	3

Source: DFIRS Incidents received as of 7/06/16.

REPORT OF THE STATE FIRE SCHOOL DIRECTOR

Director

- AHA - CPR Book Library requirement update – change in materials-notice sent 07-05-16
- Budget FY16 update
 - Income less expenses of Tuition accounts (Special Funds) additional \$130,208
- Budget FY17 – status
 - General – adopted the recommended budget
 - Capital (Bond Bill)
 - Funding for Hydraulic Rescue Tools - 5 companies and DSFS
 - In OMB Budget
 - Funding for pad and concrete repairs – New Castle – Kent 100,000

Director cont.

- Budget FY18 – Proposed budget submissions
 - Operating Budget
 - Review of the fleet budget line – may request additional funding
 - Capital Budget
 - Request for funding to construct additional classroom – 275,000.00
 - Request for funding to replace HVAC system Dover 1,500,000.00
 - Funding for Rescue Tools – 3 companies and DSFS
- Received Grant Funding – Homeland Security for ICS Blue Card class – 7,500.00
- Status New Castle Division expansion project has been postponed because of a Land Use Agreement.
- Planning and Evaluation (P&E) Staff workshop conducted. The Commission will receive a final report.
- Meeting with EMS Educational Providers – July 6th – 3 schools, 3 agencies and DSFS in attendance.
- Attended Ebola Operations Response Plan workshop on July 13th.

Staff Activities

- DSFS Instructor News was developed and distributed by Senior Instructor Stephens
- DSFS News was developed and distributed by Senior Instructor Baker
- Delaware State Fair – staffing
- Senior Instructor Brennan and Training Educator Ingram attended the New Castle Recruit Graduation.
- Senior Instructor Ingram attended the Keystone Fire Conference with the DSFS Engine.
- Senior Instructor Brennan attended the ALS Standards Committee meeting to review BLS Protocols.

Programs/Courses

Figures in red are reference to last year's comparison of class attendance.

- Current Month
 - EVO – Kent Division – 16 students (24)
 - NFPA Fire Inspector I course – 9 students
 - 1006 Rescue Tech Review and Certification
- Divisions Usage
 - Confined Space Rescue Review – industrial client

EMS

- Current Month
 - CEU programs – 6 classes scheduled (7)
 - Summer EMT Program No. 2 – 24 students (9 Fire Service, 12 Non-Affiliated, 3 other)
 - Fall EMT classes – 10 NCD, 9 KCD, 13 SCD (class size 25 students) start 8/16
 - Delaware EMT Level-up Course EMT to NREMT – July 9th – cancelled – to be offered again. This will allow persons who are certified out of state to take the 30 hour refresher program and challenge the National Registry Test. This will allow them to become Delaware Certified so they can be hired in state.

Public Education and Injury Prevention - Activity Report

- Current Month
 - Fire Safety Programs – 7 programs scheduled (6)
 - Fire Safety Displays - 6 scheduled (2)
 - Injury Prevention Programs – 2 scheduled (1)
 - State Fair

Maintenance – Building and Grounds

- Floor cleaning and waxing at Dover Division scheduled for August
- Separators scheduled for cleaning in August
- SCBA routine maintenance of 65 units completed
- Air tanks requiring hydro testing, 1st two weeks in August
- Re-piping the supply lines on the North side of the Flammable Gases pad
- Routine repairs to items on the Drill Grounds

Financial

- Past Due Billings
 - 30 days – 44,970.00
 - 60 days – 16,050.00
 - 90 days – 2,150.00
 - 120 days – 300.00
- 20678 Tuition Fund – 882,241.00
- Accounts receivable – 115,934.00
- Revenue Comparison
 - Tuition – 2016 – 107,543.50, 2015 – 162,451.00
- Special Funds Summary – The Special Funds Summary report was submitted to the Commissioners for review.
- Expenditure Report – No report for July is provided to the State.

Staff and Office Staff Meeting Minutes

Staff and office staff meeting minutes were submitted for Commission review.

REPORT OF BLS MEDICAL DIRECTOR

The Delaware Basic Life Support Protocols, Guidelines and Standing Orders have been approved by the ALS Standards Committee with minor changes. They will then go before the Board of Medical Practice.

St. Francis Hospital in New Castle County was granted a Level III Provisional Trauma Status on July 18, 2016. Level I Trauma centers will remain at Christiana and A.I. DuPont Hospital for Children. This will be the first of the Level III in the state. Contract Medical Control if a patient requests to go to a specific hospital.

Albuterol Pilot Program – In a comparison done of companies that carried Albuterol by participating in the pilot program and those that didn't showed that companies who did carry it were able to administer Albuterol within 4 minutes of being on scene. The companies that did not carry Albuterol and did not participate in the study were able to administer Albuterol on scene in 7 minutes to a patient. This adds to the success of the pilot and proves that patients were able to receive the needed care faster. Dr. Matthews thanked all of the trainers, companies and providers who made the Pilot Protocol successful thus far. The Pilot Protocol program will be presented in abstract form in October at the American College of Emergency Physician's Conference.

REPORT OF BLS MEDICAL DIRECTOR cont.

OEMS has received funding through a grant to provide Tourniquet Kits as a result of the active shooter events. The companies that are eligible to receive them should contact Diane Hainsworth at (302) 223-1350.

REPORT OF THE INVESTIGATOR/COMPLIANCE OFFICER

22 Annual Ambulance Unit Inspections
1 New Unit Inspections

Investigator/Compliance cont.

17 Complaints Received
9 Arrest Notifications were received.
1 Self Report

Case No. 1518 were presented for closure. It was moved by Commissioner Dicristofaro, seconded by Commissioner Marvel to close these cases as presented by the Compliance Officer. Motion carried by a unanimous vote.

It was moved by Commissioner Dicristofaro, seconded by Commissioner Guzzo to accept the recommendation of the Investigator to close Case No. 1518. Motion carried by a unanimous vote.

A power point presentation was reviewed with the Commissioners that Deputy Director Bill Carrow for the Division of Communications with regard to a radio class for EMTs. Fire Prevention Regulation Section 710 – 7..2.5.2.1 states that all BLS Ambulances dispatched to handle 9-1-1 emergency responses shall be equipped with reliable communication through the State of Delaware 800 MHz radio system. During routine inspections it has been discovered that all EMTs do not know how to use an 800 MHz radio. This is more prevalent in the private companies due to lack of 9-1-1 calls being dispatched to them. This will afford EMTs training to understand the workings of the 800 MHz radio's along with regulation requirements. This is a scaled down version from what is provided to the Volunteer Fire Service. The Commission applauds Deputy Director Carrow for assisting with this project.

REGULAR BUSINESS

Action Items

Consent Agreement #1601

Investigator Truax reviewed the Consent Agreement for Case #1601. It was moved by Commissioner Dicristofaro, seconded by Commissioner Sharp to accept the consent agreement as presented. Motion carried by a unanimous vote.

Regulation 710 (Ambulance) Proposed Update

It was moved by Commissioner Marvel, seconded by Commissioner Dicristofaro for Deputy Attorney General Davis, Executive Specialist Lambertson and Investigator Truax to review and present proposed regulation updates to the Commission. Motion carried by a unanimous vote.

Ambulance Fund Report

It was moved by Commissioner Marvel, seconded by Commissioner Dicristofaro accept the Ambulance Fund Report as presented and authorized the disbursement of funds. Motion carried by a unanimous vote.

Review Quarterly Scratch Report (April, May, June)

Commissioner Dicristofaro reviewed the quarterly scratch report that he maintains. There were no companies in the red. Everyone is doing well and should be commended.

House Concurrent Resolution No. 95

Chairman Roberts and Commissioner Marvel have been chosen for appointment to the House Concurrent Resolution No. 95 Committee. Commissioner Dicristofaro will be a backup if needed.

Farmington Fire Company – Delinquent Audit

After discussion, it was moved by Commissioner Dicristofaro, seconded by Vice Chairman Robinson to grant Farmington a 90 day extension on a delayed audit submission. Motion failed by a roll call vote.

Commissioner Guzzo –	No
Commissioner Marvel -	Yes
Commissioner Sharp -	No
Commissioner Dicristofaro -	Yes
Vice Chairman Robinson -	Yes
Chairman Robert -	No

A Rule to Show Cause hearing will be scheduled at the regular August Commissioner Meeting for Farmington Fire Company.

Consent Agreement #1513

Investigator Truax reviewed the Consent Agreement for Case #1513. It was moved by Commissioner Dicristofaro, seconded by Commissioner Sharp to accept the consent agreement as presented. Motion carried by a unanimous vote.

NEW BUSINESS

No report at this time.

GENERAL INFORMATION

Scratch Report

Commissioner Marvel commented that the Scratch Report requirement is the biggest abuse of the ambulance service in the state of Delaware. Because a fire house can't get their ambulance on the street because they can't manage it and go on by-pass. That may be good for the scratch report, but is it good for the public? Commissioner Marvel feels that at some point the commission is going to have to look at the consequence of putting a unit into by-pass and the service being provided.

Commissioner Dicristofaro responded that there are several sides to look at and how by-pass is different in each county and each company. A company that puts an ambulance in by-pass status with numerous ambulances is different than a company with one ambulance going into by-pass. Commissioner Dicristofaro also has a concern with numbers received from OEMS and the Dispatch centers are often different numbers.

Scratch Report cont.

Ms. Hainsworth of OEMS stated that DEMSOC has discussed for years that there needs to be a better definition of a “scratch”. There is a difference when putting a unit in by-pass due to a mechanical problem verses staffing issues. The staffing issues are the true impact to the EMS system. It’s been discussed for years without a resolution.

Commissioner Dicristofaro doesn’t see it as the EMS System as being broken, but the entire system. Ambulances are being put on by-pass to get fire trucks out on calls. The root cause of ambulances being put on by-pass are to man the fire trucks with the paid EMS staff. Delaware is in the midst of becoming a combination state. You can’t say that a fire run is not as important as an EMS run.

Chairman Roberts stated that by-pass is being used for something different than it was intended. It was designed for companies that had more than one ambulance who knew they were not going to get the second ambulance out. So, they didn’t waste 6 minutes before the next unit was dispatched. It was created with patient awareness. It wasn’t for putting staff on fire trucks or other reasons it’s used today. It does need to be revisited.

Academy Class

Chairman Roberts stated the Academy Class held in New Castle County was well attended and a job well done by the Fire School staff.

It was moved by Commissioner Dicristofaro, seconded by Vice Chairman Robinson to enter into Executive Session at 10:13 a.m. The purpose of the Executive Session was legal guidance. Motion carried by a unanimous vote.

EXECUTIVE SESSION

REGULAR BUSINESS

Action Items

It was moved by Commissioner Dicristofaro, seconded by Vice Chairman Robinson to return to regular business at 10:31 a.m. Motion carried by a unanimous vote.

CORRESPONDENCE

No report at this time.

MISCELLANEOUS INFORMATION

No report at this time.

REPORT OF THE COMMISSIONERS

Chairman David J. Roberts

Chairman Roberts reported that he attended the Monthly Fire Prevention Commission Meeting.

Commissioner Ron Marvel

Commissioner Marvel reported that he attended the Monthly Fire Prevention Commission Meeting, Meeting in Gumboro, Meeting in Bridgeville and several meetings in Lewes.

DATE OF NEXT MEETING

August 16, 2016 – 9:00 AM
Commission Chamber
Delaware Fire Service Center
1463 Chestnut Grove Road
Dover, DE 19904

ADJOURNMENT

It was moved by Commissioner Dicristofaro, and seconded by Vice Chairman Robinson that the meeting be adjourned. Motion carried by a unanimous vote. The meeting was adjourned at 10:36 a.m.

Respectfully submitted,

Sherry R. Lambertson

Sherry R. Lambertson
Executive Specialist

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